



**United States of America**  
**National Labor Relations Board**  
**NOTICE OF ELECTION**



**PURPOSE OF ELECTION:** This election is to determine the representative, if any, desired by the eligible employees for purposes of collective bargaining with their employer. (See VOTING UNIT in this Notice of Election for description of eligible employees.) A majority of the valid ballots cast will determine the results of the election. Only one valid representation election may be held in a 12-month period.

**SECRET BALLOT:** The election will be by secret ballot carried out through the U.S. mail under the supervision of the Regional Director of the National Labor Relations Board (NLRB). A sample of the official ballot is shown on the next page of this Notice. Voters will be allowed to vote without interference, restraint, or coercion. Employees eligible to vote will receive in the mail *Instructions to Employees Voting by United States Mail*, a ballot, a blue envelope, and a yellow self-addressed envelope needing no postage.

**ELIGIBILITY RULES:** Employees eligible to vote are those described under the VOTING UNIT on the next page and include employees who did not work during the designated payroll period because they were ill or on vacation or temporarily laid off. Employees who have quit or been discharged for cause since the designated payroll period and who have not been rehired or reinstated prior to the date of this election are not eligible to vote.

**CHALLENGE OF VOTERS:** An agent of the Board or an authorized observer may question the eligibility of a voter. Such challenge must be made at the time the ballots are counted.

**AUTHORIZED OBSERVERS:** Each party may designate an equal number of observers, this number to be determined by the NLRB. These observers (a) act as checkers at the counting of ballots; (b) assist in identifying voters; (c) challenge voters and ballots; and (d) otherwise assist the NLRB.

**METHOD AND DATE OF ELECTION**

The election will be conducted by United States mail. The mail ballots will be mailed to employees employed in the appropriate collective-bargaining unit. At 5:00 PM on Wednesday, February 10, 2021, ballots will be mailed to voters. Voters must sign the outside of the envelope in which the ballot is returned. Any ballot received in an envelope that is not signed will be automatically void.

Those employees who believe that they are eligible to vote and did not receive a ballot in the mail by Wednesday, February 17, 2021, should communicate immediately with the National Labor Relations Board by either calling the Region 04 Office at (215)597-7618 or our national toll-free line at 1-844- 762-NLRB (1-844- 762-6572).

The mail ballots will be counted at the Region 04 office located at 100 E Penn Square, Suite 403, Philadelphia, PA 19107 at 2:00PM on Thursday, March 11, 2021, or, at the Regional Director's discretion, by videoconference at a date and time to be determined by the Regional Director in consultation with the parties.



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**VOTING UNIT 04-RD-271041**

**EMPLOYEES ELIGIBLE TO VOTE:**

Those eligible to vote are: All full-time and regular part-time Warehouse employees, Forklift drivers, Shipping employees, Repak/Quality Control (QC) employees, and Sewers employed by the Employer at its 1591 Hylton Road, Pennsauken, NJ facility who were employed by the Employer during the payroll period ending January 22, 2021.

**EMPLOYEES NOT ELIGIBLE TO VOTE:**

Those not eligible to vote are: All other employees, executive employees, office personnel, guards and supervisors as defined in the Act.



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**UNITED STATES OF AMERICA**  
**ESTADOS UNIDOS DE AMERICA**  
National Labor Relations Board  
Junta Nacional De Relaciones Del Trabajo

04-RD-271041

**OFFICIAL SECRET BALLOT**  
**PAPELETA SECRETA OFICIAL**

For certain employees of  
Para Ciertos Empleados De

**KEYSTONE ADJUSTABLE CAP COMPANY, INC.**

Do you wish to be represented for purposes of collective bargaining by  
¿Desea usted estar representado para los fines de negociar colectivamente por

**PHILADELPHIA JOINT BOARD WORKERS UNITED?**

MARK AN "X" IN THE SQUARE OF YOUR CHOICE

MARQUE CON UNA "X" DENTRO DEL CUADRO DE SU SELECCIÓN

**YES**  
**SI**

☐

**NO**  
**NO**

☐

**DO NOT SIGN OR WRITE YOUR NAME OR INCLUDE OTHER MARKINGS THAT WOULD REVEAL YOUR IDENTITY.**  
**MARK AN "X" IN THE SQUARE OF YOUR CHOICE ONLY.** If you make markings inside, or anywhere around, more than one square, you may request a new ballot by referring to the enclosed instructions. If you submit a ballot with markings inside, or anywhere around, more than one square, your ballot will not be counted.

**NO FIRME O ESCRIBA SU NOMBRE O INCLUYA OTRAS MARCAS QUE REVELARÍAN SU IDENTIDAD. MARQUE UNA "X" EN EL CUADRADO DE SU ELECCIÓN SOLAMENTE.** Si hace marcas dentro, o en cualquier lugar alrededor, en más de un cuadrado, puede solicitar una nueva papeleta consultando las instrucciones adjuntas. Si envía una papeleta con marcas en el interior, o en cualquier lugar alrededor, en más de un cuadrado, su papeleta no será contada.

**Vea las Instrucciones incluidas.**

The National Labor Relations Board does not endorse any choice in this election. Any markings that you may see on any sample ballot have not been put there by the National Labor Relations Board.

La Junta Nacional de Relaciones del Trabajo no respalda a ninguna de las opciones en esta elección. Cualquier marca que se pueda ver en cualquier muestra de la papeleta no fue hecha por la Junta Nacional de Relaciones del Trabajo.



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**RIGHTS OF EMPLOYEES - FEDERAL LAW GIVES YOU THE RIGHT TO:**

- Form, join, or assist a union
- Choose representatives to bargain with your employer on your behalf
- Act together with other employees for your benefit and protection
- Choose not to engage in any of these protected activities
- In a State where such agreements are permitted, the Union and Employer may enter into a lawful union-security agreement requiring employees to pay periodic dues and initiation fees. Nonmembers who inform the Union that they object to the use of their payments for nonrepresentational purposes may be required to pay only their share of the Union's costs of representational activities (such as collective bargaining, contract administration, and grievance adjustment).

**It is the responsibility of the National Labor Relations Board to protect employees in the exercise of these rights.**

The Board wants all eligible voters to be fully informed about their rights under Federal law and wants both Employers and Unions to know what is expected of them when it holds an election.

If agents of either Unions or Employers interfere with your right to a free, fair, and honest election the election can be set aside by the Board. When appropriate, the Board provides other remedies, such as reinstatement for employees fired for exercising their rights, including backpay from the party responsible for their discharge.

**The following are examples of conduct that interfere with the rights of employees and may result in setting aside of the election:**

- Threatening loss of jobs or benefits by an Employer or a Union
- Promising or granting promotions, pay raises, or other benefits, to influence an employee's vote by a party capable of carrying out such promises
- An Employer firing employees to discourage or encourage union activity or a Union causing them to be fired to encourage union activity
- Making campaign speeches to assembled groups of employees on company time where attendance is mandatory, within the 24-hour period before the mail ballots are dispatched
- Incitement by either an Employer or a Union of racial or religious prejudice by inflammatory appeals
- Threatening physical force or violence to employees by a Union or an Employer to influence their votes

**The National Labor Relations Board protects your right to a free choice.**

Improper conduct will not be permitted. All parties are expected to cooperate fully with this Agency in maintaining basic principles of a fair election as required by law.

Anyone with a question about the election may contact the NLRB Office at (215)597-7601 or visit the NLRB website [www.nlr.gov](http://www.nlr.gov) for assistance.

United States of America  
National Labor Relations Board

**Instructions to Eligible Employees Voting  
By United States Mail**



**INSTRUCTIONS**

1. MARK YOUR BALLOT IN SECRET BY PLACING AN X IN THE APPROPRIATE BOX. DO NOT SIGN OR WRITE YOUR NAME OR INCLUDE OTHER MARKINGS THAT WOULD REVEAL YOUR IDENTITY.
2. IF YOU SUBMIT A BALLOT WITH MARKINGS INSIDE, OR ANYWHERE AROUND, MORE THAN ONE SQUARE, YOUR BALLOT WILL NOT BE COUNTED. YOU MAY REQUEST A NEW BALLOT BY CALLING THE REGIONAL OFFICE AT THE NUMBER BELOW.
3. IT IS IMPORTANT TO MAINTAIN THE SECRECY OF YOUR BALLOT. DO NOT SHOW YOUR BALLOT TO ANYONE AFTER YOU HAVE MARKED IT.
4. PUT YOUR BALLOT IN THE BLUE ENVELOPE AND SEAL THE ENVELOPE.
5. PUT THE BLUE ENVELOPE CONTAINING THE BALLOT INTO THE YELLOW ADDRESSED RETURN ENVELOPE.
6. SIGN THE BACK OF THE YELLOW RETURN ENVELOPE IN THE SPACE PROVIDED. TO BE COUNTED, THE YELLOW RETURN ENVELOPE MUST BE SIGNED.
7. DO NOT PERMIT ANY PARTY – THE EMPLOYER, THE UNION(S), OR THEIR REPRESENTATIVES, OR AN EMPLOYEE-PETITIONER – TO HANDLE, COLLECT, OR MAIL YOUR BALLOT.
8. MAIL THE BALLOT IMMEDIATELY. NO POSTAGE IS NECESSARY. For further information, call the Regional Office at: (215) 597-7618

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**TO BE COUNTED, YOUR BALLOT MUST REACH THE REGIONAL OFFICE**

**BY** Wednesday, March 10, 2021

# RIGHTS OF EMPLOYEES

**Under the National Labor Relations Act, employees have the right:**

- To self-organization
- To form, join, or assist labor organizations
- To bargain collectively through representatives of their own choosing
- To act together for the purposes of collective bargaining or other mutual aid or protection
- To refuse to do any or all of these things unless the union and employer, in a state where such agreements are permitted, enter into a lawful union-security agreement requiring employees to pay periodic dues and initiation fees. Nonmembers who inform the union that they object to the use of their payments for non representational purposes may be required to pay only their share of the union's costs of representational activities (such as collective bargaining, contract administration, and grievance adjustment).

**It is the responsibility of the National Labor Relations Board to protect employees in the exercise of these rights.**

The Board wants all eligible voters to be fully informed about their rights under Federal law and wants both employers and unions to know what is expected of them when it holds an election.

If agents of either unions or employers interfere with your right to a free, fair, and honest election, the election can be set aside by the Board. Where appropriate, the Board provides other remedies, such as reinstatement for employees fired for exercising their rights, including backpay from the party responsible for their discharge.

**The following are examples of conduct that interfere with the rights of employees and may result in the setting aside of the election:**

- Threatening loss of jobs or benefits by an employer or a union
- Promising or granting promotions, pay raises, or other benefits to influence an employee's vote by a party capable of carrying out such promises
- An employer firing employees to discourage or encourage union activity or a union causing them to be fired to encourage union activity
- Incitement by either an employer or a union of racial or religious prejudice by inflammatory appeals
- Threatening physical force or violence to employees by a union or an employer to influence their votes.

**The National Labor Relations Board protects your right to a free choice**

Improper conduct will not be permitted. All parties are expected to cooperate fully with this Agency in maintaining basic principles of a fair election as required by law. The National Labor Relations Board as an agency of the United States Government does not endorse any choice in the election.



**NATIONAL LABOR RELATIONS BOARD**  
*an agency of the*  
**UNITED STATES GOVERNMENT**

**ESTADOS UNIDOS DE AMÉRICA  
JUNTA NACIONAL DE RELACIONES DEL TRABAJO  
INSTRUCCIONES PARA EMPLEADOS ELEGIBLES  
QUE VOTAN POR CORREO  
DE LOS ESTADOS UNIDOS**



**INSTRUCCIONES**

1. MARQUE SU PAPELETA EN SECRETO PONIENDO UNA X DENTRO DEL CUADRO DE SU SELECCIÓN. NO HAGA OTRAS MARCAS EN SU PAPELETA.
2. SI ENVÍA UNA PAPELETA CON MARCAS EN EL INTERIOR, O EN CUALQUIER LUGAR ALREDEDOR, EN MÁS DE UN CUADRADO, SU PAPELETA NO SERÁ CONTADA. USTED PUEDE SOLICITAR UNA NUEVA PAPELETA LLAMANDO A LA OFICINA REGIONAL AL NÚMERO QUE APARECE ABAJO.
3. ES IMPORTANTE MANTENER EL SECRETO DE SU PAPELETA. NO ENSEÑE SU PAPELETA A NADIE DESPUÉS DE HABERLA MARCADO.
4. PONGA SU PAPELETA EN EL SOBRE AZUL Y CIERRE EL SOBRE.
5. PONGA EL SOBRE AZUL QUE CONTIENE LA PAPELETA EN EL SOBRE AMARILLO QUE TIENE LA DIRECCIÓN DE LA JUNTA NACIONAL DE RELACIONES DEL TRABAJO.
6. FIRME LA PARTE POSTERIOR DEL SOBRE DE RETORNO AMARILLO EN EL ESPACIO PROPORCIONADO. PARA SER CONTADO, EL SOBRE DE RETORNO AMARILLO DEBE SER FIRMADO.
7. NO PERMITA QUE NINGUNA PERSONA RELACIONADA CON ESTA PETICIÓN, LA COMPAÑÍA, LA UNIÓN(ES), O SUS REPRESENTANTES, O NINGÚN EMPLEADO PETICIONARIO - TOQUE, COLECTE O ENVÍE SU PAPELETA POR CORREO.
8. ENVIÉ SU PAPELETA INMEDIATAMENTE. NO SE NECESITA SELLO POSTAL.

**PARA MÁS INFORMACIÓN, LLAME A LA OFICINA REGIONAL A: (215) 597-7618**

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**PARA SER CONTADA, SU PAPELETA DEBE SER RECIBIDA EN LA OFICINA REGIONAL**

**ANTES DE O EN EL DÍA DE Miércoles 10 de marzo de 2021**

# DERECHOS DE LOS EMPLEADOS

**Bajo la Ley Nacional de Relaciones del Trabajo, los empleados tienen el derecho a:**

- Organizarse
- Formar, ingresar en, o ayudar a organizaciones obreras
- Negociar colectivamente a través de representantes seleccionados por ellos mismos
- Actuar juntamente para los fines de negociación colectiva o para otros fines de ayuda o protección mutua
- Negarse a tomar a todas o a cualesquiera estas acciones a menos que, en aquellos estados en que se permiten tales acuerdos, la organización obrera y la empresa lleguen a un acuerdo legal que requiera que los empleados paguen cuotas periódicas y cuotas de iniciación. Se puede exigir a aquellos que no son miembros de la organización obrera que se oponen al uso de sus cuotas para fines que no sean de representación, que paguen solamente su parte de los gastos de la organización obrera de sus actividades de representación (tales como la negociación colectiva, la administración de contrato, y la resolución de las reclamaciones obreras).

**La Junta Nacional de Relaciones del Trabajo tiene la responsabilidad de proteger a los empleados en el ejercicio de estos derechos.**

La Junta desea que todos los votantes elegibles estén informados completamente acerca de sus derechos bajo la ley federal y desea que tanto las empresas como las organizaciones obreras conozcan que se espera de ellas cuando la Junta celebra una elección. Si agentes bien sean de las organizaciones obreras o de las empresas interfieren con su derecho a una elección libre, imparcial y honrada, la elección puede ser anulada por la Junta. Cuando es apropiado, la Junta provee otros remedios, tales como la reinstalación para los empleados despedidos por haber ejercido sus derechos, incluyendo pago atrasado de parte del partido responsable por su despido.

**Los siguientes son ejemplos de conducta que interfiere con los derechos de los empleados y puede resultar en la anulación de la elección.**

- Amenazas de pérdida de empleo o ofertas de beneficios hechas por una empresa o por una organización obrera
- Promesas o concesiones de promociones, aumentos de sueldo, u otros beneficios para influir al voto de un empleado hechas por un partido que tenga la capacidad de cumplir tales promesas
- El despido de empleados por una empresa para desalentar o para alentar actividades sindicalistas o la causa por parte de una organización obrera de que sean despedidos empleados en orden de alentar actividades sindicalistas

La incitación sea por la empresa o por una organización obrera al prejuicio racial o religioso por medio de llamamientos de inflamación

Amenazas de fuerza o de violencia hechas a empleados por una organización obrera o por una empresa para influir a sus votas

**La Junta Nacional de Relaciones del Trabajo protege su derecho a una selección libre**

No se permitirá conducta impropia. Se espera que todos los partidos cooperen completamente con esta Agencia en manteniendo los principios básicos de una elección imparcial según requiere la ley. La Junta Nacional de Relaciones de Trabajo como una agencia del Gobierno de los Estados Unidos de América no endosa ninguna selección en la elección.



JUNTA NACIONAL DE RELACIONES DEL TRABAJO  
*una agencia del*  
GOBIERNO DE LOS ESTADOS UNIDOS